

## Delivering HR in difficult times!

Many organisations are facing the serious challenge of how to provide cost effective HR support. BusinessHR's services are designed to enable organisations to provide a higher level of HR service, cost effectively and with significantly reduced legal risks.

BusinessHR can provide you with a tailored service which delivers the level of HR support you decide you need.

Our service is built on three key elements:

- Our comprehensive, interactive HR website
- Our team of highly qualified and experienced HR Advisors
- Exceptional insurance from **Hiscox**

Our service can provide extra support to an HR team or a comprehensive HR service for a line manager, who has responsibility for HR but who has no specialist HR expertise.



The table below summarises the services we provide:

	HR Support Packages		
Service Components	EssentialCare	CompliantCare	TotalCare
Interactive HR Website	✓	✓	✓
Unlimited Access to HR Advice Service	✓	✓	✓
HR Legal Compliance Service		✓	✓
Insurance			✓

Each of these services is explained in more detail below:

### EssentialCare

Our Essential Care service includes:

Our **Interactive HR Website** which allows you to easily customise and download a wide range of HR policies, contracts, and letters, complete with your logo. In addition, it provides anytime access to a wealth of information, not only on the law, but also on good management practice.

Our **Advice Service** enables you to contact one of our HR Advisors by phone or email. Our Advisors are all CIPD qualified and have substantial HR Management experience in a number of sectors. They provide clear, practical guidance to help you resolve your HR issues; we do not just quote the law. All the advice given by phone is confirmed by email.

### CompliantCare

In addition to the **EssentialCare**, this service includes our **HR Legal Compliance Service**, which ensures all your policies, contracts, etc. are not only compliant but that they stay compliant.

Our approach is **NOT** just to send you a set of standard policies for you to implement.

One of our HR Advisors will work closely with you to ensure that you have the policies etc. relevant for your organisation. They will also advise you on implementing any new policies or changes in existing policies.

Once successfully implemented, we then use a combination of Advisor assistance, technology, and annual onsite reviews to ensure you stay compliant. Our service significantly reduces the HR workload, and, critically, it removes the risk that a significant change in the law is missed.

## TotalCare

If you decide to add the exceptional insurance from **Hiscox**, your organisation will not face the cost of unexpected legal bills or awards. The cover includes:



- Legal costs and **awards** arising from an employment or discrimination claim.
- Defence costs for any Health & Safety (including corporate manslaughter), environment or trading standards prosecution.
- Designated claims against Directors or Managers
- Other company risks including; taxation claims, data protection claims and losses due to employee dishonesty

## Onsite HR Support

We can provide **Onsite HR Support** either on a regular basis or for special projects, so you only pay for the resource you use. We have previously assisted clients with projects ranging from recruitment to reorganisation and redundancy. In addition, we can conduct HR investigations, where it is considered necessary to use an external independent expert.

## Health & Safety

We can also provide a comprehensive Health & Safety service, with similar savings of time and money. The Health & Safety service includes:

- Conducting an H&S inspection of your locations
- Developing with you a practical H&S system for your organisation
- Providing support by telephone or e-mail to answer your H&S questions
- Providing regular updates and an annual inspection
- Providing a rapid response if a major incident occurs

Health & Safety can also be included in the insurance cover.

## The Benefits

The **BusinessHR** service provides a one-stop support solution for all your HR and employment law requirements. By combining technology and high quality staff, we can provide effective HR support at a fraction of the cost of adding additional HR professionals or of using a solicitor. We can save you:

**Time:** Information and advice will be easily accessible when you need it and you will save time keeping your policies and procedures updated.

**Money:** By removing the need to use costly solicitors and by allowing you to align your HR resources with the organisations situation, we can reduce your costs.

**Risk:** The exceptional Hiscox insurance removes the risk of expensive and time consuming litigation.

## The Cost

Our innovative use of technology, combined with high quality staff, allows us to deliver an exceptional service for a low monthly fee.

**Contact us to learn how we can cost effectively support you:**

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